



Company Name: \_\_\_\_\_

NAIC Number: \_\_\_\_\_

**Internal Use Only**

Code 880/554: \$515 Fee

Code 880/219: \$270 Fee

STATE OF TENNESSEE  
**DEPARTMENT OF COMMERCE AND INSURANCE**

Financial Affairs Section / Analytical Unit 0576  
500 James Robertson Parkway, 4<sup>TH</sup> Floor  
Nashville, Tennessee 37243  
(615) 741-1633

TO: Foreign Surplus Lines Insurers

FROM: Robert J. Ribe, CFE, CPA  
Chief Analyst

DATE: December 11, 2008

RE: Surplus Lines Renewal Information

The Tennessee Department of Commerce and Insurance requires the following filings from all eligible Foreign Surplus Lines Insurers in order to continue their eligibility in the State of Tennessee:

**2008 Filing Requirements:**

1. 2008 Annual Statement securely bound and printed on the National Association of Insurance Commissioners ("NAIC") 8.5" x 14".
  - Statement schedules and exhibits are to be prepared according to NAIC Annual Statement Instructions.
  - Pursuant to Tenn. Code Ann. § 56-1-501(b), all companies authorized to do business under the provisions of Chapter 14 of Title 56 shall annually on or before **March 1, 2009**, file in the office of the commissioner an annual statement in the form adopted for use by companies, by class of business authorized, which statement shall exhibit its financial condition on December 31 of the previous year, and its business of that year, which statement shall be completed and filed in accordance with NAIC Annual Statement Instructions.
  - Pursuant to Tenn. Code Ann. § 56-1-501(e), such statement shall be subscribed and sworn to by the president and secretary, or in their absence, by two (2) of its principal officers.
  - **Pursuant to Tenn. Code Ann. § 56-1-502, the Annual Statement and Actuarial Opinion must be *received* in this office on or before the due date of March 1, 2009 with the Annual Statement. Late or incomplete filings are subject to a penalty of one hundred dollars (\$100.00) per day.**
  - Pursuant to Tenn. Code Ann. § 56-4-101(a)(4), the Annual Statement Filing Fee of five hundred fifteen dollars (\$515.00) must be received on or before **March 1, 2009**.
  - Pursuant to Tenn. Code Ann. § 56-4-101(a)(3), the Annual Review Fee to determine continuing eligibility of the surplus lines insurers is two hundred seventy dollars (\$270.00) and must be received on or before **March 1, 2009**.
2. The Actuarial Opinion must be attached to Page 1 of the Annual Statement.
  - The Actuarial Opinion must contain original signatures.
  - The Actuarial Opinion must be prepared according to the NAIC Annual Statement Instructions.

3. Pursuant to Tenn. Code Ann. § 56-14-108(b)(2), a Certificate of Compliance issued by its domiciliary state must be filed.
4. Pursuant to the NAIC Annual Statement Instructions, the company's Management Discussion and Analysis must be filed by **April 1, 2009**.
5. Pursuant to the NAIC Annual Statement Instructions, the Audited Financial Report must be filed by **June 1, 2009**.
6. Certificate of Deposit from the company's state of domicile.

**FAILURE TO COMPLY WITH THESE REQUIREMENTS WILL RESULT IN THE LOSS OF THE COMPANY'S SURPLUS LINES ELIGIBILITY TO DO BUSINESS IN THE STATE OF TENNESSEE.**

Please note: This renewal information for Surplus Lines Companies is also available at the following website <http://www.state.tn.us/commerce/insurance/companyRes.html> and select Surplus Lines Agent / Company Resources.

The Annual Statement, Actuarial Opinion, and Audited Financial Report should be mailed to the following address:

Tennessee Department of Commerce and Insurance  
Attn: Debby Trask, Analyst  
Financial Affairs Section / Analytical Unit 0576  
500 James Robertson Parkway, 4<sup>TH</sup> Floor  
Nashville, Tennessee 37243  
(615) 532-2391

The \$270.00 Annual Review Fee and the \$515.00 Annual Statement Filing Fee should be mailed to the following address:

Tennessee Department of Commerce and Insurance  
Division of Insurance  
P.O. Box 198983  
Nashville, TN 37219-8983